

Capital Planning Committee
March 1, 2022 Meeting Minutes
Veterans Memorial Building
Via ZOOM

Call to Order: Committee Chair Jonathan Barry called the meeting to order at 6:32 PM via ZOOM. Those present included Committee Members: Peter Berube, James McCaffrey, John Corcoran, Erin Underhill, Town Administrator and Finance Director, Carol Johnston

SCHEDULED BUSINESS

- I. Review of prior meeting minutes
- II. Meet with Department Heads to discuss Capital Requests

REVIEW OF PRIOR MEETING MINUTES

There were no minutes submitted for the January 11, 2022 Capital Planning Committee meeting and it was deferred.

MEET WITH DEPARTMENT HEADS TO DISCUSS CAPITAL REQUESTS

SCHOOL – SKID STEER, JD TRACTOR, PICKUP TRUCK WITH PLOW, COMPUTER SERVER REPLACEMENT

The School requests are as follows: Skid Steer, JD Tractor, Pickup Truck with plow and Computer Server replacement.

Terry Wigger, Director of School Finance & Human Resources, and Jennifer Starr, Director of Digital Learning, Technology and Innovation reviewed the item: "Replacement Computer Server".

There was much discussion on the schools request of a pickup, tractor and a skid steer. (The skid steer is also on the DPW request. Jim McKay, DPW Director, informed the committee that he has applied for a grant and will hopefully know more by Town Meeting.)

DPW - Message Board, Water System Flushing Services and Sidewalk/Road Repairs, 2022 I/I INVESTIGATION

Chair Barry determined that DPW Item "2022 I/I Investigation" would not be considered a Capital Item.

DPW Director, Jim McKay, spoke to the committee regarding the following DPW Capital Requests:

Message Board, Water System Flushing Services and Sidewalk/Road Repairs.

RECREATION – PICKLEBALL COURT SOUND PROOFING

Recreation Director, Kris Fogarty spoke to the committee regarding the Recreation Capital Request:

Pickleball Court Sound Proofing.

The Committee asked questions about possible relocation of the courts.

POLICE/FIRE – PUBLIC SAFETY RADIO CONSOLE UPDATE

EMERGENCY MANAGEMENT OFFICE – PUBLIC SAFETY RADIO BACKUP POWER GENERATORS

Chief Soffayer and Chief Barrett reviewed the need for these updates.

Chair Barry will get these requests into the priority queue.

LIBRARY – REPLACEMENT OF LIGHTING MANAGEMENT SYSTEM

Kim Tolson, Library Director reviewed with the Committee the request. Current system is becoming obsolete and there may be some grant funding available.

Committee member, Pete Berube, informed the Committee about a School Committee meeting scheduled with the Massachusetts School and Building Association which deal with funding grants for renovations and new buildings. They are in the process of accepting District Applications. and the 7/22 - 3/23 timeline. Mr. Berube wants to make sure that the Capital Planning Committee be aware, informed and updated.

The committee also discussed the Capital Requests and submissions and their considerations of them.

Regroup and revisit scores based on feedback at the next Capital Planning Committee meeting which is scheduled for March 8, 2022,

And then meet March 15, 2022 to complete a draft which needs to be submitted to the Finance Committee.

Committee member Erin Underhill made a motion to adjourn at 9:30pm. The motion was seconded by Pete Berube. Chair Barry took a roll call and the motion passed unanimously.

Respectively submitted by Maureen Canesi.